



Journey Towards NCAAA Quality Project at FPH&HI



FACULTY OF
PUBLIC HEALTH
AND
INFORMATICS

كلية الصحة العامة والمعلوماتية الصحية



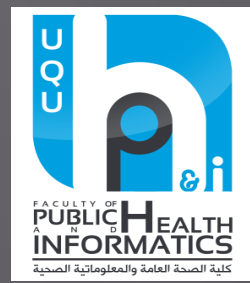
National Commission for
Academic Accreditation
& Assessment

الهيئة الوطنية للتقويم
والاعتماد الأكاديمي

Presented By:
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Supervisor- Quality Unit



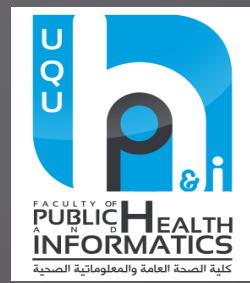
Session Outline



- ▣ What is Quality?
- ▣ Understanding Academic Quality
- ▣ NCAAA Standards
- ▣ Achievements During 2016-2017
- ▣ Major Tasks for Department (Urgent)
- ▣ Progress & Working Action Plan towards achieving NCAAA standards
- ▣ Open Discussions



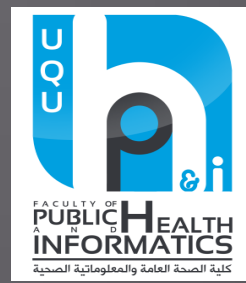
What is Quality?



- Quality is a continuous process of incremental improvement.
- Quality is also customer-focused and customer-driven. It relies on data for effective and efficient decision-making.
- It is a process that is continuous, dynamic and organization-wide.
- Everyone is responsible for his or her quality outcomes and activities.
- It is everybody's responsibility and not only the responsibility of the "quality department".



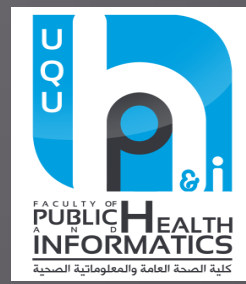
Quality is about:



**SATISFYING
CUSTOMER NEEDS**



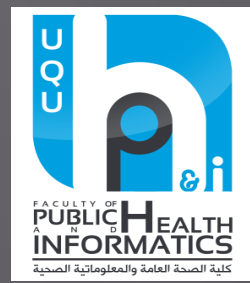
Academic Quality



- ▣ Academic quality is a way of describing how well the learning opportunities available to students.
- ▣ It is about making sure that appropriate and effective teaching, support, assessment and learning opportunities are provided for them.
- ▣ Quality can be assured and it can also be measured & enhanced.



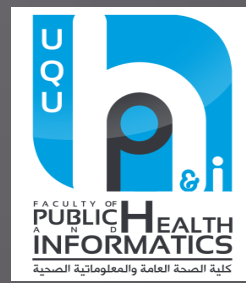
NCAAA PROJECT



- NCAAA: National Commission for Academic Accreditation & Assessment
- National Accreditation Program for post secondary education.
- Scope of Accreditation at FPH&HI:
 - All four running programs at Faculty of Public Health & Health Informatics.
 - HIMT
 - Epidemiology
 - HE&HP
 - EH



NCAAA Standards



- The National Commission for Academic Accreditation & Assessment in Saudi Arabia has developed a set of standards for quality assurance and accreditation of higher education institutions and programs in eleven general areas of activity.
 - 1. Mission Goals and Objectives
 - 2. Program Administration
 - 3. Management of Program Quality Assurance
 - 4. Learning and Teaching
 - 5. Student Administration and Support Services
 - 6. Learning Resources
 - 7. Facilities and Equipment
 - 8. Financial Planning and Management
 - 9. Employment Processes
 - 10. Research
 - 11. Relationships With the Community

1. Mission Goals and Objectives

- ▣ The mission of the program must be consistent with that for the institution and apply that mission to the particular goals and requirements of the program concerned.
- ▣ It must clearly and appropriately define the program's principal purposes and priorities and be influential in guiding planning and action.



2. Program Administration

- Program administration must provide effective leadership and reflect an appropriate balance between accountability to senior management and the governing board of the institution within which the program is offered, and flexibility to meet the specific requirements of the program concerned.



Standard 3: Management of Program Quality Assurance



- Teaching and other staff involved in the program must regularly evaluate their own performance and be committed to improving both their own performance and the quality of the program as a whole.



Standard 4: Learning and Teaching



- Student learning outcomes must be clearly specified, consistent with the National Qualifications Framework and requirements for employment or professional practice.
- Standards of learning must be assessed and verified through appropriate processes and benchmarked against demanding and relevant external reference points.
- Teaching staff must be appropriately qualified and experienced for their particular teaching responsibilities, use teaching strategies suitable for different kinds of learning outcomes and participate in activities to improve their teaching effectiveness.



Standard 5: Student Administration and Support Services

- Admission processes must be efficient, fair, and responsive to the needs of students entering the program.
- Clear information about program requirements and criteria for admission and program completion must be readily available for prospective students and when required at later stages during the program.

Standard 6: Learning Resources

- ▣ Learning resource materials and associated services must be adequate for the requirements of the program and the courses offered within it and accessible when required for students in the program.
- ▣ Information about requirements must be made available by teaching staff in sufficient time for necessary provisions to be made for resources required, and staff and students must be involved in evaluations of what is provided.



Standard 7: Facilities and Equipment



- Adequate facilities and equipment must be available for the teaching and learning requirements of the program.
- Use of facilities and equipment should be monitored and regular assessments of adequacy made through consultations with teaching and other staff and students.



Standard 8: Financial Planning and Management

- Financial resources must be sufficient for the effective delivery of the program.
- Program requirements must be made known sufficiently far in advance to be considered in institutional budgeting.



Standard 9: Employment Processes



- Teaching and other staff must have the knowledge and experience needed for their particular teaching or other responsibilities and their qualifications and experience must be verified before appointment.
- New teaching staff must be thoroughly briefed about the program and their teaching responsibilities before they begin.



Standard 10: Research

- A research strategy that is consistent with the nature and mission of the institution should be developed.
- All staff teaching higher education programs must be involved in sufficient appropriate scholarly activities to ensure they remain up to date with developments in their field, and those developments should be reflected in their teaching.

Standard 11: Relationships with the Community

- ▣ Significant and appropriate contributions must be made to the community in which the institution is established drawing on the knowledge and experience of staff and the needs of the community for that expertise.



Percentage of Standard Shares

S. No.	Name of Chapters/ Standards/ Works/ Activities	Total Sub-Standards	Measurable Elements	Percentage
1	Mission Goals and Objectives	5	22	5%
2	Governance and Administration	8	60	13.63%
3	Management of Quality Assurance and Improvement	5	34	7.72%
4	Learning and Teaching	11	100	22.72%
5	Student Administration and Support Services	5	46	10.45%
6	Learning Resources	4	31	7.04%
7	Facilities and Equipment	5	42	9.54%
8	Financial Planning and Management	3	23	5.22%
9	Employment Processes	4	34	7.72%
10	Research	4	28	6.36%
11	Institutional Relationships with the Community	3	20	4.45%
	Total Chapter- 11	Total Substandard - 57	Measurable Elements- 440	100%



Faculty Steering Committee

- Chaired by the Dean of Faculty of Public Health & Health Informatics.

Dr. Waheeb Al Harbi

- Co-Chaired by Vice Dean of Development & Community

Dr. Hamed Ghanem

- Members: All Heads and Quality Coordinator of respective programs.
- Role: Outline all the work and oversee the progress of work completed by quality unit.



Quality Unit at FPH&HI

- Quality Unit is constituted by Vice Dean of Development & Community & Approved by the Dean.
- Headed By:
 - Dr. Mohammad Kamal Hussain, Supervisor of Quality Unit & Coordinator, HIMT Program
- Members:
 - Dr. Ramadan Badran, Coordinator, EH Program
 - Dr. Mohammad Abdelfattah, Coordinator, Epidemiology Program
 - Mr. Shamim Mohammad, Coordinator, HE&HP Program
 - Dr. Tariq Sultan Pasha, Coordinator, OH Program
 - Dr. Nader Fatouh, Coordinator, HS Program



Role of Quality Unit

- ❑ Prepare Action plan for quality accreditation with the help of all quality coordinators.
- ❑ Implement & complete the task.
- ❑ Respective Quality Coordinator of all programs are responsible to Coordinate within the program and complete the task with the help of all staffs and head of the department.
- ❑ Meet every Monday to see the progress and plan/work on standards and other assigned work.
- ❑ Submit Progress report time to time to the Vice-Dean for Development & Community.



Achievements During 2016-2017 Session



- Program Specification (Updated)
- Course Specification
- Course Reports for previous semester
- Course Files for Each Courses
- Key Performance Indicators
- Course Evaluation Survey
- Program Evaluation Survey
- Strategic Plan
- Academic Program Manual



Cont....

- ▣ Self Study Template A1 & A2 (NCAAA)
- ▣ Program Annual Reports
- ▣ Intended Learning Outcomes
- ▣ Teaching Staff CV Files
- ▣ Mission, Vision, Objectives
- ▣ Field Experience Specification (Training Unit)
- ▣ Field Experience Report (Training Unit)
- ▣ Etc...



Major Task for Department (Urgent)



- Activation of Program Consultation Committee
- Benchmarking (Internal/ External)
- Key Performance Indicators
- Updation of Program (Major Changes)
 - Program Development Committee chaired by head of the department has to review all course reports and update the program according to the feedback given by course instructor.
 - Tentative time for this work: January 2018.

***Participation of all faculty members is required.**



WORKING ACTION PLAN



Microsoft Word
Document



Support needed from all academic and administrative staffs to achieve quality standards and get full NCAAA Accreditation



THANK YOU

